

Overall Management (Managerial Actions and Competencies) FY 02-3

(See p. 11 for detailed instructions)

Form C-1

Wtd Subfactors

Factor Weight	Sub-factor Weight (Optional)		Points (from C-2)	Weighted Score
<input type="text"/>		Strategic Planning/Organizing and Managing Work	<input type="text"/>	<input type="text"/>
	<input type="text"/>	Develops realistic goals consistent with departmental mission		
	<input type="text"/>	Establishes unit plans, monitors and adjusts effectively		
<input type="text"/>		Leading and Managing Change/Flexibility/Innovation	<input type="text"/>	<input type="text"/>
	<input type="text"/>	Develops new ways to deal with problems and opportunities		
	<input type="text"/>	Promotes acceptance and implementation of change		
	<input type="text"/>	Works well in ambiguous situations		
<input type="text"/>		Developing a Successful Team/Managing Human Resources	<input type="text"/>	<input type="text"/>
		Recommended weight is at least 20%		
	<input type="text"/>	Assures staff understands vision and responsibilities		
	<input type="text"/>	Assigns work to reflect utilization of employee skills		
	<input type="text"/>	Provides for staff development		
	<input type="text"/>	Delegates effectively		
	<input type="text"/>	Seeks employee input in decision-making		
	<input type="text"/>	Leads by example		
	<input type="text"/>	Evaluates subordinates and follows up appropriately		
	<input type="text"/>	Complies with bargaining contracts, EEO policies, rules, etc.		
<input type="text"/>		Promoting Safety/Minimizing Loss due to Accidents	<input type="text"/>	<input type="text"/>
		Establish Safety Target, see User's Manual, p. 24-26		
		Prior Year SI <input type="text"/> Target SI <input type="text"/>		
<input type="text"/>		Budget Formulation and Fiscal Management	<input type="text"/>	<input type="text"/>
		Recommended weight is at least 15%		
	<input type="text"/>	Budget estimates are realistic and conform to requirements		
	<input type="text"/>	Expenditures are prudent, seeks efficiencies and cost containment		
	<input type="text"/>	Initiates revenue enhancement		
<input type="text"/>		Problem Solving/Decision Making/Technical Know How	<input type="text"/>	<input type="text"/>
	<input type="text"/>	Decisions are sound, realistic, based on appropriate info		
	<input type="text"/>	Makes decisions on a timely basis		
	<input type="text"/>	Decisions reflect appropriate knowledge of subject area		
	<input type="text"/>	Exhibits prudent risk-taking		
<input type="text"/>		Customer Focus/Client Orientation	<input type="text"/>	<input type="text"/>
		Recommended weight is at least 20%		
	<input type="text"/>	Provides timely, quality service to customers		
	<input type="text"/>	Uses customer feedback to improve operations		
	<input type="text"/>	Proactive in customer service		
<input type="text"/>		Communication	<input type="text"/>	<input type="text"/>
	<input type="text"/>	Good oral and written communication, listens effectively		
	<input type="text"/>	Keeps affected parties informed		
<input type="text"/>		Building Partnerships	<input type="text"/>	<input type="text"/>
	<input type="text"/>	Participates in mutually beneficial partnerships		
	<input type="text"/>	Supports staff in the development of partnerships		
<input type="text"/>		Interpersonal Skills	<input type="text"/>	<input type="text"/>
<input type="text"/>		Self Starter	<input type="text"/>	<input type="text"/>
<input type="text"/>		Total (weight total must equal 100)	Weighted Score Total =	<input type="text"/>